

July 23, 1933.

MEMORANDUM FOR THE DIRECTOR.

I beg to refer to your memorandum of July 25, 1933, in which you call attention to the apparent failure of Division Seven to direct that Mr. Hugh H. Clegg be interviewed in connection with the application of Mr. Paul C. Reed, applicant for appointment as a Special Agent in the Bureau, and to a similar demand with regard to Congressman John G. Allen, a reference given by Mr. Thomas J. Modill, Jr., applicant for appointment as Typist.

A review of the file of Applicant Reed shows that he first applied for appointment as a Special Agent on October 25, 1932, at which time a special investigation of his case was ordered. Special Agent Hugh H. Clegg was given as a reference in the application and he was interviewed by Special Agent Louis J. Gallagher regarding the applicant on November 17, 1932. The case was handled in the Chief Clerk's Office on December 2, 1932, and Mr. Clegg's views were set forth therein. At that time it was the Division's decision that Mr. Reed was not qualified for appointment. He then filed an application on May 17, 1933, and a supplementary investigation of his application was ordered under date of July 5, 1933. This investigation was recently briefed in Division Seven and a notation was made on the memo referring to the previous brief in the case. Mr. Clegg was not re-interviewed because of the practice which has been followed in Division Seven of not requesting a second interview of references given by an applicant.

It would appear from the file of Mr. Thomas J. Modill, Jr., that there was an error in Division Seven in not including the name of Representative Allen as a reference in ordering the investigation in his case. Mr. Scanlon, who briefed this case, states that he recalls distinctly that specific instructions were issued in connection with this case that Mr. Allen was not to be interviewed. However, no record of such instructions appear in the file.

I assure you that there has never been any desire on the part of the writer to use his own discretion as to who is or who is not to be interviewed in connection with character investigations of applicants. I have shown your memorandum to Mr. Beaudouin for his information and guidance in ordering investigations in the future.

Respectfully,

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice
Bureau of Investigation
Washington, D. C.

July 6, 1929

MEMORANDUM FOR THE DIRECTOR:

With respect to your inquiry concerning the June administrative report of the Pittsburgh Bureau Office, I beg to advise you that the same was received in Division Seven late in the afternoon of July 5th.

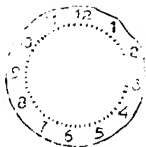
Mr. Keep's telegram states the report was mailed from his office on July 1st and the records of the Mails and Files Division show that the report reached the Bureau sometime on July 2nd. I have made inquiry concerning the matter but have been unable to determine where the report was from the time of its receipt in the Bureau until it reached Division Seven.

Respectfully,

Clyde A. Tolson

We should certainly be able to place the blame in this case.

7/6/29 J. E. H.



ALL 2 3

RECORDED

67-9524-80

JUL 17 1929

6242

May 5, 1969.

CHICAGO

67-9524-7

77-10440 47th Annual Meeting of the American Society of Human Genetics, Denver, Colorado, 1977. 175p. \$10.00.

With respect to the attached correspondence concerning a possible reallocation of the locally administrative Bureau, I believe that the information received that the Bureau would remove the field offices to British Columbia

1. The names of all witnesses who have performed work under the supervision of the contracting office during the period, to include such information as to the number of days, months, quarters worked for the office, and the nature of work done, including the working hours, conditions of life in the community, and information available to the Bureau for similar conditions elsewhere, through visitors, etc., and in addition, names of persons who are known to a substantial number of witnesses.

1.000.000, it becomes a permanent and easily accessible fund.

3. The number of cases closed by each agent during the period and the date of each referral to each agent at the end of the period. Thereby, and the first action taken at each referral, and the date and date of completion of the treatment of each closed case by agent in the above offices and can also end the dissemination of the information in China.

7. The total number of cases pending at the beginning of the period; the total number of cases received during the period; the total number of cases closed during the period; the total number of unsustained cases at the end of the period and the total number of cases awaiting final process or resolution at the end of the period, all by classification, and without any distinction being made between original and returned cases.

I believe it is important to furnish the totals of cases by classification, especially the number of cases pending at the beginning of the period and closed during the period and the number of unsolved cases pending at the end of the period.

for only that such a report could be more readily determine the status of work under a particular classification at a given time. This is doubtless often desirable, especially in bankruptcy investigations.

The information called for in column 3, page 1, is a duplication of work since the Bureau is, in fact, field offices to immediately report any changes in bank status or telephone number of any employee. (Section 11, page 6).

The information called for on page 2 of the present Administrative Report is also unnecessary. The report of statistics is a duplication of the list of closed cases awaiting final administrative action required to be set out on page 4 and serves no useful purpose other than a Bureau.

It is believed that it should be the duty of the inspectors to check the accuracy of investigative work of field offices. I further believe that for the sake of the field offices and the convenience of the Bureau, a regular form should be provided for the field offices in which they should be required to list the information as set out on page 4 of the Administrative Report, that is, the cases that have been closed under the regulations, but in which administrative action has not been completed.

Mr. Boardman's suggestion that the statistical data recorded at the Bureau from the abstracts from accompanying investigative reports be changed so that the abstracts be forwarded to the Bureau by the field offices at the end of the month, appears to be a satisfactory method of accurately checking the data required and the adoption of this suggestion would make it unnecessary for the field offices to laboriously list the cases in which the statistical data has been reported.

I do not think any change should be made in the present use of abstract slips or of abstract cards, with the one exception that the dates of investigative reports should be recorded on the front of the assignment cards instead of on the back, as is now required. This is a single letter but one which would save a great deal of time in the field offices.

Respectfully,

C. J. [Signature]

Department of Justice

Bureau of Investigation

Washington, D. C.

April 29, 1929.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:

In compliance with the contents of Bureau Bulletin No. 12,
1929 Series, I beg to furnish the following information:

- A. Marital status - Single.
- B. Names of societies and organizations with which connected - Masonic Order; Phi Delta Phi Legal Fraternity; Sigma Nu Social Fraternity; First Lieutenant, Officers Reserve Corps, United States Army.
- C. Legal residence - Cedar Rapids, Iowa.
- D. Education - A. B., George Washington University, 1925.
LL. B., George Washington University, 1927.
- E. Name and address of person to be notified in case of emergency - H. A. Tolson, (Brother), 1332 Farragut Street, Northwest, Washington, D. C.
- F. Offices where assignment preferred - No preference.

Very truly yours,

Clyde A. Tolson
Clyde A. Tolson,
Special Agent.



APR 29 1929

MAY 14 1929

67-9524-78

APR 29

97

Classed

February 1, 1933.

Mr. G. A. Gable,
Bureau of Investigation,
Department of Justice.

Sir:

You are hereby informed that I have
at \$1000 per annum, in Article 1-10 to Division No. 1, the
Director (Assistant to the Director) of the same, and
in the same, in Division No. 1, the same, and
paid from the same.

Very respectfully,
Sincerely,
Respectfully,

Attorney General.

RECEIVED

90
67-9524-77

I, Clyde A. Tolson do solemnly
swear that I will support and defend the Constitution of the United States
against all enemies, foreign and domestic; that I will bear true faith and
allegiance to the same; that I take this obligation freely, without any
mental reservation or purpose of evasion; and that I will well and faith-
fully discharge the duties of the office of
Junior Administrative Officer
(Assistant to the Director)
on which I am about to enter: So help me God.

(Sign here) Clyde A. Tolson

Subscribed and sworn to before me this) Where born (State only) Mo.
..... 15th day) Date of birth May 22, 1900
of Feb. A.D. 1929) Whence appointed:
State Iowa County Linn
Congressional District 5th
John C. Hill
Notary Public

X-----X
: :
: SEAL :
: :
X-----X

Date of entry upon duty Feb. 1, 1929

Residence 1733 N Street NW

MINIST

February 2, 1923.

Memorandum for the Appointment Clerk:

You will please prepare a letter transferring Mr. C. C. Nelson from Special Agent in the Bureau of Investigation, Department of Justice, salary at the rate of \$3,000 per annum in Grade G-16, to Junior Administrative Officer, Division #1, salary at the rate of \$3,000 per annum in Grade G-16, payable from the appropriation for "Detection and Prosecution of Crime." DOWNSIDE. Effective February 1, 1923. Vice C. C. Spears.

Director.

Approved:

Assistant Attorney General.

RECORDED

67-952-17

Department of Justice
Bureau of Investigation
Washington, D. C.

January 18, 1929.

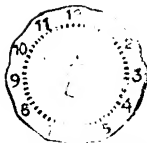
MEMORANDUM FOR THE DIRECTOR:

Replying to your memorandum of January 17, 1929, I beg to advise that the communication addressed to Mr. Findlay was written by Mr. Romney in Division Five and that, although the letter was checked by me before transmission to you for signature, the error referred to escaped my attention. I regret the occurrence of this error and will make every effort to see that similar mistakes are not made in the future.

Respectfully,

Clyde A. Tolson

Div. One



JAN 18 1929

RECORDED

JAN 21 1929

67-9524-25

JAN 18 1929 A.M.

748

January 17, 1939.

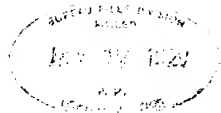
WILLIAM BOLCON.

I am glad to hear with a
pleasure of your visit to
the office. Your attention to the
letter in the second paragraph of
the letter.

I am glad to hear with a
pleasure of your visit to
the office. Your attention to the
letter in the second paragraph of
the letter.

Very truly yours,

Director.



67-9524-74

Department of Justice

BUREAU OF INVESTIGATION

WASHINGTON, D. C.

April 27 1928

To whom it may concern:

This is to Certify that on April 27 1928
the bearer, whose signature and picture appears hereon, was regu-
larly appointed a Special Agent of the Department and as such
is charged with the duty of investigating violations of the laws of
the United States and collecting evidence in cases in which the United States is or may
be a party in interest.

[Signature]
Director, Bureau of Investigation.

GOVERNMENT PRINTING OFFICE

[Signature]
Attorney General.

Clyde A. Tolson

C.B.KCC

December 12, 1928

MEMORANDUM FOR THE DIRECTOR:

A communication has been received by the Bureau from the General Agent with regard to certain suspensions made by the General Accounting Office in connection with the settlement of the Disbursing Clerk's September, 1928, account. Included therein is the following advisory note:

"Hereafter services such as telephone, gas, electricity, water, etc., should be covered by a contract or a memorandum of agreement which has been properly numbered in accordance with General Regulations No. 31 and forwarded to this office (General Accounting Office)."

In order that all accounts for telephone service may be supported by the usual contract, it is suggested that a paragraph be inserted in the new manual providing that prior to the beginning of each fiscal year field offices shall forward to the Bureau a contract or memorandum of agreement for telephone service executed by them in quadruplicate.

Respectfully,

67-9524-73

DEC 29 1928

67-9 524-72
TOLSON, CLYDE A.

SERIALIZATION. _____ IN THIS FILE SKIPPED DURING

2-20-57

142

I, Clyde A. Tolson do solemnly
swear that I will support and defend the Constitution of the United States
against all enemies, foreign and domestic; that I will bear true faith and
allegiance to the same; that I take this obligation freely, without any
mental reservation or purpose of evasion; and that I will well and faith-
fully discharge the duties of the office of
Special Agent Bureau of Investiga-
tion, Department of Justice
on which I am about to enter: So help me God.

(Sign here) Clyde A. Tolson

Subscribed and sworn to before me this) Where born (State only) Mo.
..... 11th day) Date of birth May 22, 1900
of Decatur A.D. 1928) Whence appointed:
State Scova County Lincoln
Congressional District
Robert Hill
Notary Public.

X-----X
: :
: SEAL :
: :
X-----X

Date of entry upon duty December 1, 1928
Residence 1733 N Street NW

ORDER

Memorandum for the Attorney General

The following information was received from the
and the U. S. Department of Justice, Washington,
five hundred (500) copies, of the "Federal
1940 per cent, to the U. S. Department of Justice,
1940, the U. S. Department of Justice, Washington,
to the U. S. Department of Justice, Washington,
from the U. S. Department of Justice, Washington,
at Washington, D. C., on the 10th day of
for the U. S. Department of Justice, Washington,
Effective December 1, 1940.

Very truly,
Sincerely,

Approved:

Assistant Attorney General

67-9524-71

CHP-ANJ

December 1, 1933.

67-9524-71

Mr. C. A. Nelson,
Bureau of Investigation,
Department of Justice.

Sir:

You are hereby transferred and promoted from Senior Administrative Assistant (Chief Clerk, Division #5), at \$3200 per annum in Grade GS-3, to Special Agent of the Bureau of Investigation, with salary at the rate of \$3500 per annum in Grade GS-10. You will also be allowed your actual expenses of travel and operation and \$3.00 a day in lieu of subsistence when absent from official headquarters, which are fixed temporarily at Washington, D. C., and following your general assignment, your headquarters will be fixed from time to time at such places as may be deemed advisable by the Director of the Bureau of Investigation under whose supervision and instructions you will be employed.

Your salary, expenses, and per diem will be paid from the appropriation for "Detection and Prosecution of Crimes."

This appointment will take effect when you enter on duty.

This letter is not to be considered as operating
on. Your card is not to be so used. Operating credentials
are not to be used.

Respectfully,

(s) J. Edgar Hoover,

Attorney General.

Approved: J. Edgar Hoover
Special Agent in Charge

November 7, 1933.

Mr. C. A. Tolson,
Department of Justice,
Washington, D. C.

Dear Mr. Tolson:

It is with pleasure that I am enclosing herewith the letter of the Attorney General advising me of your promotion from \$5,000 per annum to grade GS-1, to \$7,000 per annum, in effect GS-10, effective December 1, 1933.

Very truly yours,

Encl.

Director.

RECORDED

67-9524-69

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice
Bureau of Investigation
Washington, D. C.

12

December 7, 1928.

LEE CHANDLER FOR THE DIRECTOR

In accordance with your instructions, I
have again examined Special Agent Nelson, in charge
of Division Five, and am pleased to inform you that
he answered ten out of ten questions correctly with
reference to the Lunail.

Respectfully,

J. Egan
Inspector.

RECORDED
DEC 10 1928

67-9524-67
JAN 1 1929

3711000

December 5, 1923.

MEMORANDUM FOR MR. BRAD.

Will you please arrange to give Mr. Tolson another examination on the Manual. Mr. Tolson has requested that this be done.

Very truly yours,

Director.

2
✓
RECORDED

1d
67-9524-67

DEC 6 1923

JEM:MB

December 3, 1928.

MEMORANDUM FOR DIVISION FIVE.

Please prepare the necessary papers transferring Mr. J. R. Barlage from Division Three to Washington field. Mr. Barlage is to be detailed for work in Division Three.

Please prepare the necessary papers transferring Mr. C. A. Tolson, Division Five, from G.A.P. 9, \$3,200 per annum, to G.A.P. 10, \$3,500, Washington field. Mr. Tolson is to be detailed for work in Division Five.

Very truly yours,

Director.

67-0-176

CAT:NCC

December 4, 1953

MEMORANDUM FOR MR. ROYER:

With further reference to the conference to be held on the Island, it is suggested that the following sentences be added to Section 50, Page 25, first paragraph:

"Sick leave will not be granted in multiples of less than one-half day. The fact on the reverse of applications for sick leave must be extended in all cases."

It is believed that the inclusion of the above in the new Manual will obviate the returning of sick leave applications for correction on numerous occasions, and that therefore the change would be justified.

Respectfully,

67-9524-6681

DEC 29 1953

December 3, 1923.

SIR: THE DIRECTOR:

In connection with the forthcoming Manual revision conference, it is suggested that information has been received from the Division of the Department to the effect that where long distance calls are itemized and submitted for payment to the office on form S. H. 100, "Statement of U. S. Government Mail Charges", which form has been approved by the Bureau, the original and a duplicate of this form may be used as Voucher form 1034, thus taking the place of Forms 1033 and 1035, which are referred to in Section 103 of the Bureau Manual.

It is therefore suggested that a statement to the above effect be inserted in the revised manual, so that it will not be necessary for the offices to carry the itemized lists of toll charges and the submission of vouchers for telephone service to the Bureau.

It is believed that the following sentence at the end of Section 103 of the manual would bring about the desired result: "Where a list of charges is made by the telephone company on form S. H. 100, the original and a duplicate of this Form may be used as Voucher form 1034, in which case submission of Form 1033 or 1035 will not be necessary."

Respectfully,

Tolson

67-7524-667

RECORDED

DEC 28 1923

DEC 28 1923

CCT:RCC

December 3, 1933

THE UNIVERSITY OF CHICAGO

At the request of Inspector William Murphy was made recently by Division Two to determine the field office reports in connection with the investigation of the specific dates. It was found that the following information could be secured from the records of Division Two by reference to the indexes on criminal records. From the field office during the period, a letterhead memorandum by this Bureau was directed to the field office. It is believed that the Bureau was advised in the Bureau of the fact that it was definitely over the responsibility of the field office, and it is suggested that it be given consideration at the early date of revision.

It is suggested that the name be changed in Section 7b, Page 4b, of the Form under the heading "Subject Name" and titled as all copyrighted be changed to read as follows:

"This column shall contain the names of all employees who have performed work under the supervision of a reporting office, and the official designation, such as agent, for agent, agent, for accountant, sten. for stenographer, etc., and also the exact date on which they were released as being an Agent in Charge of the reporting office."

Respectfully,

RECORD 43

DEC 29 1950

67-9504-66

CAT:NEC

December 5, 1924

MEMORANDUM FOR THE RECORD

Directions were recently issued to United States Offices at the request of the Department Division of Supplies to comply with the instructions contained in the list of supplies, blank forms and checks, which is published by the Department for the use of Federal judges, attorneys, marshals, and clerks of the United States courts, with regard to showing the quantity on hand, unit item or form number and full description of the articles as indicated.

In order that the revised Manual may include all existing instructions, it is suggested that the last sentence of the first paragraph of Section 107 of the Manual be changed to read as follows:

"All requisitions shall show quantity on hand, unit item or form number, with full description of the articles desired, in accordance with instructions contained in the list of supplies, blank forms and checks, published by the Department Division of Supplies for the guidance of officials of United States Courts."

Respectfully,

J. C. ...

RECORDED

67-9524-65

DEC 22 1924

[Signature]

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice

Bureau of Investigation

Washington, D. C.

November 23, 1938.

12

MEMORANDUM FOR THE DIRECTOR:

I beg to advise that at the close of business on this date there are no communications of any kind requiring action in Division Five which have been in the Division for more than forty-eight hours and which have not been acted upon.

Respectfully,

Clyde Tolson

[Handwritten signature]

NOV 23 1938

67-9524-12
NOV 23 1938
1

MEMO'S

November 20, 1923.

Memorandum for Mr. Nathan.
Lodge.
Wilson.
Dani.

I regret the necessity of again calling to the attention of the Division heads the number of errors appearing in cover envelopes sent to me for signature. I have frequently offered to send them to you edited, and it is matter to your attention and care; when the order for writing of such memoranda is, I am fully impressed in the original mail, but it does not last very long.

There have recently come to my attention a number of memoranda sent to them in which there appeared very typographical errors in construction. I cannot believe that the handwriting and letters have been corrected before being sent to me. I cannot time to understand how cover envelopes, in it is checked by the stenographer, by the typewriter, and by the Division head comes back for action in the division it finally does.

I have recognized that it is a laborious task for the Division heads to read all correspondence leaving their respective divisions, but it is still more of a laborious task for me to read all correspondence leaving the Bureau, and I, therefore, must insist upon placing the responsibility upon the Division heads for the correspondence which emanates from their divisions and effective steps must be taken by you immediately to see that the correspondence leaving your division is in proper form.

Very truly yours,

Director.



Department of Justice

Bureau of Investigation

Washington, D. C.

November 14, 1933.

Memorandum for the Director:

In connection with the error which was made in the telegram addressed to Agent Clegg on November 10, 1933, relative to the arrest of William J. Clegg, I beg to advise that this telegram was written by the writer in Division Five from a pencilled memorandum prepared by the writer. At the time, Miss Gurnea, who would be giving the message to work of the Division, was engaged on work of the Department.

When the original draft of the message was returned to the writer by Miss Gurnea, it was submitted to the Office of the Director to be initialed. Her signature in which only a cursory examination was made of the contents, the writer assuming that it would be correct. In connection with the Division instruction to the writer to be sure and check the message, the writer is incorrect in the first place, and that he did not need to be so careful.

Every effort has been made by the writer to minimize the errors in communication, prepared in Division Five. In the future, all communications must be checked by the Division will be carefully checked, to be sure the contents are correct and with a view to eliminating any typographical errors.

Respectfully submitted,

Clyde Tolson

RECORDED

67-9527-63

SEARCHED	INDEXED
SERIALIZED	FILED
NOV 15 1933	
FBI - NEW YORK	

MEMORI

J R Borge	100
W. Bott	100
J P MacFarland	100
T F Bragdon	100
H Olsen	100
E K Thode	100
✓ C A Tolson	60

JUN 22 1928

November 3, 1928

Memorandum for the Director

WPA Inspection of
Division #5

Pursuant to your instructions I have made an inspection of Division #5 of the Bureau for the purpose of discovering any matters which have been pending for a period of more than forty-eight hours in the hands of any employee thereof. As a result of this inspection I find this division to be in perfect condition in this respect. None of the employees thereof has had any matter for a period of longer than forty-eight hours. These employees are:

- | | |
|------------------------|---------------------------|
| 1. Mr. Nelson - O.K. | 5. Mr. Postenden - O.K. |
| 2. Mr. Keady - O.K. | 6. Mr. Renneberger - O.K. |
| 3. Miss Johnson - O.K. | 7. Mr. Scanlon - O.K. |
| 4. Mr. Hill - O.K. | 8. Miss Johnston - O.K. |
- 67-2-5723

Very truly yours,

J. M. Keith,
Inspector.

November 2, 1944.

Mr. C. A. Holson,
Mintons Live,
Washington, D. C.

Dear Mr. Holson:

I expect you have noticed me that in the
one letter which I addressed of you on the first
ultra, on to you, the Judge of the Board of Rules
and Regulations, you have not yet set out on the questions.

I am hoping this letter to your atten-
tion in order that you will be able to steps to
rule on the question yourself with the Board of Rules
and Regulations.

Very truly yours,

Director.

2

67-9524-11
NOV 3 1944
U.S. DEPT. OF JUSTICE

Page 12

November 1, 1923.

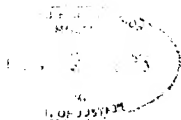
MEMORANDUM FOR MR. TOLSON.

I desire to call to your attention the record of the two radio broadcasts in your office for the month of November reflected in the correspondence received in this office.

Mr. Tolson	1
Mr. Clegg	2
Mr. Glavin	4

Very truly yours,

Director.



RECORDED
2
67-9524-61

67-9524-61	
RECEIVED	
NOV 2 1923 A.M.	
FBI	

October 26, 1923

MEMORANDUM FOR THE DIRECTOR:

The following is suggested for consideration in connection with further study of the present Manual of Rules and Regulations, with a view to its possible revision:

Section 64, page 65, add:
"Name, rank, relationship, and address of person to be notified in case of emergency."

Respectfully,

C.A. TOLSON

DEC 29 1923

67-9524-60X1	
DEC 27 1923	
H	

CAT:MSC

October 20, 1928

MEMORANDUM FOR THE DIRECTOR

It is suggested that there be a study made of the present Manual of Rules and Regulations, looking to a possible revision thereof. The following suggestions are made for consideration:

In Section I, p. 123, line 6, after the word "Reports", add:

"And a copy of any petition for appointment on the form provided for that purpose by the Bureau."

And also add:

"Officers in charge of cases involving applicants will be expected to file a closing report thereon within ten days after the investigation is ordered. If circumstances make this impossible, an explanatory communication giving the reasons therefor will be submitted to the Bureau."

"Special Agents in Charge shall advise anyone making inquiry concerning the qualifications for a appointment to the position of Special Agent or Special Accountant in the Bureau that applications are being received from persons who are between twenty-five and thirty-five years of age, who are holders of a college degree from a recognized educational institution, or are trained accountants, and who have had investigative experience, and that requests for blanks upon which to make such application should be addressed to the Bureau."

The advisability of incorporating the above in a Bureau Bulletin is being suggested.

Respectfully,

C. L. TOLSON

RECORDED

67-9524

-60X

JPM:G'D

October 19, 1933.

MEMORANDUM FOR MR. TOLSON.

Inspector Egan was advised that in the examination which he conducted of you, upon your knowledge of the Manual of Rules and Regulations, you missed two out of the ten questions proposed.

It is considered essential that the Supervisors in the Bureau be fully conversant with the provisions of the Manual and their examination thereof be able to make a correct mark.

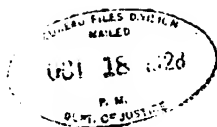
This matter is called to your attention in order that you may make further study of the Manual of Rules and Regulations.

Very truly yours,

Director.

RECORDED

67-9524-60	
BUREAU OF INVESTIGATION	
OCT 19 1933	



212

July 12, 1935

MEMORANDUM FOR THE DIRECTOR

In accordance with your instructions and in answer to the Bureau of September 1st, I have the pleasure to report to you the results of the annual examination of the following report of the Bureau:

C. A. Tolson	signed	two	times	1935
J. E. McGuire	"	"	"	1935
E. J. Clegg	"	"	"	1935
J. E. Connelley	"	three	"	1935
T. E. Fugate	"	"	"	1935
L. E. Thrane	"	five	"	1935

Respectfully,

J. E. McGuire,
Special Agent

*For
Personal
Bureau
Review
H*

I, Clyde A. Tolson do solemnly
swear that I will support and defend the Constitution of the United States
against all enemies, foreign and domestic; that I will bear true faith and
allegiance to the same; that I take this obligation freely, without any
mental reservation or purpose of evasion; and that I will well and faith-
fully discharge the duties of the office of

Senior Counselor to the Vice Assistant
Chief Clerk, District Court of Appeals

on which I am about to enter. So help me God.

(Sign here) Clyde A. Tolson

Subscribed and sworn to before me this) Where born (State only) Mo.
.....day) Date of birth May 22, 1900
of Antietam A.D. 1925) Whence appointed:
State Ill. County Y.
Congressional District 5th

John H. Hill
Notary Public.

X-----X
:
: SEAL :
:
X-----X

Date of entry upon duty Oct. 16, 1925

Residence 1732 W. Street, Wash.

3. (a) Name (Surname) (Given name) (Initial)

4. Department

5. Bureau

6. Field service

7. (a) Field station

(b) Subdivision

(c) City or town

8. Pay roll title

9. Customary office title

10. Present administrative allocation

11. Present gross rate of pay

12. Deduction for allowances

13. Net rate paid in cash

14. Indicate by an "X" in the proper box or boxes the kind of allowances, if any, received by the employee:

☐ House ☐ Room ☐ Furnished ☐ Heat ☐ Fuel ☐ Uniform ☐ Meals per day: ☐ 1 ☐ 2 ☐ 3
☐ Unfurnished ☐ Light ☐ Laundry ☐ Subsistence or rations in kind

15. Describe any other allowance, privilege, or perquisite of value.

16. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost.

17. (a) Regular hours of work: From to (b) How many hours per week, including unusual or irregular overtime work?

(c) If not a full time and all-the-year-round position, state number of hours per day.

(d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty.

(e) Rate of pay for overtime

(f) Annual rate of pay in last 12 months

(g) Does the employee in any way direct, supervise, or instruct other employees? (h) If so, in what way? (See Form 16 before answering.)

(i) How many?

(j) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(k) If the employee supervises other persons through linear state contact, give the name and the sheet number of such persons. (For each of those as may not be covered by question 17, give name and sheet number by occupation.)

(l) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(m) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(n) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(o) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(p) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(q) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(r) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(s) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(t) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(u) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(v) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(w) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(x) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(y) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(z) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(aa) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(ab) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

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(at) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(au) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(av) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(aw) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(ax) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(ay) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(az) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(ba) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

(bb) If the employee exercises supervision through section or division heads, give the title of each section or division and the names and sheet numbers of their heads.

473

Description of work attached hereto.

25. I hereby certify that the foregoing is correctly copied by me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

(Signature of Employee)

- Zs. 10) Finally, the employee must be able to perform the work. If the employee is unable to perform the work, the work of the position in question would cover the same or similar work of the same or similar nature in the same or similar degree of responsibility involved, the ultimate purpose of the work, its place in the organization, and the employee's training and experience. If the employee is unable to perform the work, the employee is not eligible for the position. See Part 16, § 16.1.

[illegible]

27. I hereby certify that to the best of my knowledge and belief the statements made by me on both sides of this sheet are accurate and complete.

DATE: 1928
(Month) _____

NAME: _____
(Signature of Preparing Officer)

NAME: _____
(Name of In Charge)

- Zs. 1. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in the attached memorandum, marked _____ In my judgment the compensation of this position should be in a range from \$ _____ to \$ _____.

_____, 1928
(Date)

(Signature of head of field office or station)
Special Agent in Charge

- Ex. 1. For by certifying that I have read and believe the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked _____, In my judgment the compensation of this position should be in a ratio from \$_____ to \$_____.

(Date) 11-1-58 (Signature of head of bureau or his representative) _____ (Title) _____

1. Civil Guard in charged with the duty of investigating violations of the laws of the United States and collecting evidence in cases for which the United States is creating no money in Germany. Some fifty different kinds of cases are investigated by the Bureau of Investigation, the most dangerous of which are those involving violations of the Espionage laws, the Federal Smuggling Act, the Trade of Foreign Military Goods Act, the Espionage Statute for Transportation of Government officials, the Espionage Statute of Military secrets, fraud against the Government, infiltration within a business, and the transportation off coast of federal prisoners and fugitives from the military and naval forces.

[illegible]

The duties of a Special Agent necessarily in some real work and he must be available for duty at all times and in readiness to travel wherever his services may be needed.

The work of a Special Agent called for a knowledge of the rules of evidence and of Federal court procedure, and of the violations of the antitrust and Federal Income Tax laws. He was also involved that the illustrations given did not require the knowledge of local rules and procedure.

Item #20

SPECIAL AGENT

Investigate all cases involving violations of Federal Statutes. In connection therewith determine the persons and things to the alleged crime. Interview witnesses, including witnesses, and persons alleged to possess information relative to the crime under investigation. Assist in the execution of appropriate Federal Statute. Collect, analyze, and summarize information, and appropriate Statute for presentation before judicial authority. Prepare and file reports, i. e. memoranda, affidavits, etc. for use in prosecution. Assist prosecutive officers in the execution of warrants of Federal Statute. Collect and analyze criminal and previous cases for trial in civil matters coming within the jurisdiction. Prepare reports and statistical data in connection with the field of law organization and Bureau accounting procedures. Conduct special investigations involving conditions in other branches of the law and services, qualifications of higher Federal officials for appointment; investigate official acts and conduct of the same; obtain from 2 officials to determine whether the officials are acting in accordance with law, and prepare reports with recommendations as to action to be taken.

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice

Bureau of Investigation

Washington, D. C.

October 11, 1928

THE CHIEF OF POLICE, BOSTON

In reply to your memorandum of October 7, 1928 which was received in Division Five at 5 a.m. on October 11, 1928, in which you directed that each Division Head submit a memorandum at the close of business on the Wednesday of each week, setting forth the condition of the work in the respective Divisions, I beg to advise you that at the close of business October 10, 1928 no employee of Division Five had any work on his order desk which had been allowed to accumulate beyond the forty-eight hour period.

As directed in your memorandum of October 6, 1928 Mr. Hill of this Division has reduced the hours' overtime each day until yesterday, when at 5 p.m. the work on his desk was within the forty-eight hour status.

The employees of Division Five have been notified that if their work is not handled within the period set, it will be necessary for the employee who is behind in his work to work overtime until the schedule can be maintained.

Respectfully,

Clyde A. Tolson.

67-2524-5
BUREAU OF INVESTIGATION
OCT 16 1928
DEPARTMENT OF JUSTICE
FILE

10/15/28
JL

October 13, 1933.

Mr. [Name],
[Address],
[City], D.C.

Dear Sir:

It is with pleasure that I announce to you the promotion of the Attorney General's Office, effective October 1, 1933, from \$12,000 to \$13,000 per annum, effective October 1, 1933.

Very truly yours,

Director.

67-7524-58

SEARCHED	INDEXED
SERIALIZED	FILED
OCT 15 1933	
FBI - [City]	

RECEIVED
OCT 15 1933
FBI - [City]

Department of Justice

Bureau of Investigation

Box 239, Boston, Massachusetts.

October 13, 1928.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:

Reference is made to your letter of October 11th advising that Special Agent C. A. Tolson has been detached from this office and assigned to work in the Bureau at Washington, D. C.

In accordance with that information I am transmitting herewith Agent Tolson's personnel file.

Very truly yours,

L. C. Duke

L. C. DUKE,
Special Agent in Charge.

LCD:LFD
Encl.

*recd
10/13/28
9*

67-9524-5

OCT 15 1928

FILE

Mr. Tolson

Mr. Clegg

Mr. Glavin

Mr. Ladd

Mr. Nichols

Mr. Rosen

Mr. Tracy

Mr. Carson

Mr. Egan

Mr. Gurnea

Mr. Hendon

Mr. Jones

Mr. Mumford

Mr. Quinn

Mr. Nease

Miss Gandy

CONFIDENTIAL

October 11, 1929.

Mr. T. A. Nelson,
Bureau of Investigation,
Department of Justice.

Sir:

You are hereby transferred and promoted from Special Agent at \$130.00 per annum, Grade Caf-8, to Senior Administrative Assistant (Chief Clerk), Grade Caf-15, with salary at the rate of \$2250.00 per annum in the Caf-15, effective on the 15th instant. You will also be allowed your actual expense of travel and operation and \$3.00 per diem in lieu of subsistence when absent from official headquarters which are fixed at Washington, D. C.

Your salary, expenses and per diem will be paid from the appropriation for "Detection and Prosecution of Crime."

You should execute the required oath of office.

Respectfully,

(Signed) J. M. G. Sargent,

N. F. A.

Attorney General.

RECORDED

67-4524-56
BUREAU OF INVESTIGATION
OCT 12 1929 A.M.
RECORDED

62-100

October 6, 1935.

Memorandum for the Association's Clerk:

You will please prepare a letter transferring and promoting Mr. C. A. Nelson from Special Agent, CAF-3, \$2.00 per annum, IRRM, to Sr. Administrative Assistant (Chief Clerk), Division 10, salary at the rate of \$3.00 per annum, CAF-4, and \$6.00 per diem in lieu of subsistence and actual expenses of travel and operation, when absent from official headquarters which are fixed at Washington, D. C., payable from the appropriation for "Protection and Preservation of Evidence," BUREAU OF INVESTIGATION, effective October 7, 1935.

Director.

Approved:

Assistant Attorney General.

RECORDED

67-9524-55	
BUREAU OF INVESTIGATION	
OCT 10 1935	
FBI	

C. A. M. C.

October 8, 1923

MEMORANDUM FOR MR. HOOVER

With reference to your memorandum of October 6, 1923, directing attention to the typographical error which appeared in a communication prepared by this Division and addressed to Mr. Nathan, I beg to advise that this error was made by Miss Johnston of this Division and that the writer read the draft of the letter before it was sent to you for signature.

Miss Johnston's attention has been called to this error and every effort will be made in Division Five to prevent a repetition of any similar mistakes in the future.

Respectfully,

C. A. M. C.

October 6, 1933.

MEMORANDUM FOR MR. TOLSON.

I am returning to you herewith a communication prepared in your Division to Mr. Tolson and directed your attention to one irregularity concerning in one short line of the second paragraph.

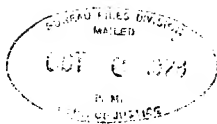
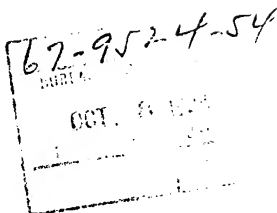
Will you kindly advise me as to why this was not checked before being sent to the Director.

Very truly yours,

Encl.

Director.

RECORDED



From
OFFICE OF THE DIRECTOR, BUREAU OF INVESTIGATION
To
OFFICIAL INDICATED BELOW BY CHECK MARK

Attorney General ☐

10-5-28

General Donovan ☐

Division Five:

General Willbrandt ☐

General Marshall ☐

Mr. Candi ☐

Please prepare the necessary papers promoting Mr. C. A. Nelson from grade CAF 8, \$2,000 per annum to grade CAF 9, \$3,200 per annum in charge of Division Five.

Mr. Baldwin ☐

Mr. Stewart ☐

Mr. Wikel ☐

Assistant Director ☐

Mr. Baughman ☐

Director.

Mr. Boddie ☐

RECORDED

Bureau Filing Section ☐

Mr. Cunningham ☐

Miss Gandy ☐

Mr. Grimes ☐

Mr. Keep ☐

Mr. McKean ☐

Personnel Filing Section ☐

..... ☐

..... ☐

67-9524-53	
BUREAU OF INVESTIGATION	
OCT 6 1928	
FILE	

BUREAU FILES DIVISION
MAILED

OCT 6 1928

P. M.
DEPT. OF JUSTICE

October 5, 1923.

MEMORANDUM FOR THE DIRECTOR.

Re Inspection of Division Five on October 5, 1923.

The inspection of Division Five reveals that the following employees thereof have no matters pending before them which have been on their desks for a period of longer than forty-eight hours: Mr. Tolson, Mr. Lammey, Miss Gurnea, Mr. Ladd, Miss Johnson, Mr. Remington and Mr. Nease.

Mr. J. C. Hill has on his desk sixteen form 1034 vouchers which have been there for his attention longer than forty-eight hours. Of these sixteen form 1034 vouchers, he received one on September 27, eleven on October first and four on October 4th. It is to be noted that between the first and tenth of each month Mr. Hill receives an approximate total of five hundred vouchers. He tells me that he finds it impossible to properly review more than one hundred and fifty such vouchers per day. He offers this as an explanation of the reason why the above sixteen vouchers are pending before him for attention. He says that his work will be in good shape before 4:30 this afternoon.

Very truly yours,

J. E. Hill,
Inspector.

12
3

Department of Justice
Bureau of Investigation
P. O. Box 229,
423 Federal Building, Boston, Mass.

6

October 3, 1928.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir: Re: Special Agent C. A. TOLSON.
Bankruptcy Work.

Reference is made to your letter of August 25, 1928, and in accordance with instructions therein you are advised that the above-named agent is in my opinion qualified to handle the investigation of Bankruptcy cases.

This opinion is based on the manner in which this agent conducted the investigation in the case of Samuel Tupper, National Bankruptcy Act.

Yours very truly,

L. C. Murr

LCD:J.M.C

L. C. MURR,
Special Agent in Charge.

RECORDED

67-9524-52

BOE	11-11-11
* OCT 4 1928	
DE AD	11-11-11
FILE	

10-10-11

October 3, 1944

MEMORANDUM FOR THE DIRECTOR

The attached report to the President of the
American Association of Economic Geologists
dated October 1, 1944, contains a
reference to the proposed amendment to the
constitution of the Association.

Will you kindly advise me if this
amendment is being considered by the
Association and if so, to what effect.

Very truly yours,

J. C.

Director.

RECORDED

67-9524-57
BUREAU OF INVESTIGATION
OCT 3 1944
U. S. DEPARTMENT OF JUSTICE

423 Federal Building, Boston, Mass.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

This is to acknowledge receipt of your letter of September 29, 1928, with reference to the termination of the leave of absence of Special Agent C. A. Tolson on September 26, 1928, and his temporary transfer to Washington, D. C. by reason of an emergency.

H.C. Moore.

L. C. DUKE,
Special Agent in Charge.

106-2396-27
BUREAU OF INVESTIGATION
OCT 2 1958 A. M.
DEPT. OF JUSTICE
FBI

Department of Justice
Bureau of Investigation

Washington, D. C.

September 20, 1928.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:

Special Agent Clyde A. Tolson,
attached to the Boston office, reported to this office
and stated that he arrived at Washington at 8:30 A.M.,
September 20, 1928, and will remain here for one week
on annual leave. His local address was given by him
as 1735 K Street, N. W., telephone Decatur 979.

Very truly yours,

R. P. BURRESS,
Acting Agent in Charge.

RFB:JGD

RECORDED

SEP 21 1928

66-2396-24
SEP 20 1928
J.M.

***** (POSTAL TELEGRAPH COMMERCIAL CABLES) *****

5 SL 16 COLLECT GOVT

V BOSTON MASS SEPT 5 28

DIRECTOR BUREAU OF INVESTIGATION,

WASHINGTON DC.

RE DESIGNATION ACTING AGENT IN CHARGE TOLSON LEFT BOSTON SEPTEMBER

FIRST ANNUAL LEAVE ADVISE FURTHER

DUKE.

1010am

NOT RECORDED

October 3, 1923.

I believe this rating is correct.

EFFICIENCY RATING SHEET

(FIELD)

Office submitting Boston, Massachusetts

Date submitted September 30, 1928.

Name C. A. Tolson Position Special Agent

Entered Bureau Service (date) April 2, 1928

Entered on duty this office (date) May 10, 1928

Grade 8 Salary 2900

CHARACTERISTICS

Accuracy	80	Initiative	80	Loyalty	100	Teamwork	90
Aggressiveness	80	Judgment	80	Office work	75	Personal appearance	90
Dependability	90	Speed	85	Promptness	90	Executive ability	80
Health	100	Knowledge	80	Resourcefulness	80	Habits	100
Industry	90	Leadership	75	Tact	85	Attitude toward work	90

RATING 86.

86% J. E. H.

REMARKS:

Agent has developed rapidly and is better than average. He is keen, aggressive and deeply interested. Has initiative and tact and is absolutely loyal. Requires very little supervision and investigates thoroughly. Should develop exceptional efficiency as he gains experience.

H. C. Brown
Special Agent in Charge.

12
Boston, Mass.
Sept. 20, 1928.

MEMORANDUM FOR SPECIAL AGENT CLYDE A. TOLSON

Your attention is directed to the Bureau letter dated Sept. 18th, 1928, inviting attention to your report dated at Boston August 17th, 1928, relating to the case entitled "Samuel Tupper - National Bankruptcy Act", wherein it appears that you have specifically violated Section 20, Page 13, of the Manual of Rules and Regulations, in that no effort was made to furnish the Bureau a description of this subject.

A copy of this memorandum is being placed in your personnel file.

Special Agent in Charge.

CC to Bureau Personnel - 2.
CC to Boston Personnel - 1.

RECORDED

67-9524-50	
FEDERAL BUREAU OF INVESTIGATION	
SEP 22 1928 A. M.	
FILE	

April 30, 1933.

Mr. C. C. Bailey,
P. O. Building,
Boston, Mass.

Dear Sir:

Enclosed in point of a report
indicate that a recent test given you
relative to the provisions of the Manual, you
understand only a part of the questions
concerning.

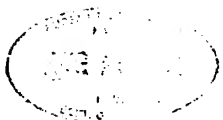
The Bureau desires to state that it
considers this report satisfactory showing
and that in future the improvement must be noted
in your knowledge of the Bureau's rules and
regulations, as set forth in the Manual.

Very truly yours,

Director.

cc to sections

RECORDED



67-9524-49
MAY 1 1933
RECORDED

67-17410

April 17, 1936.

Mr. L. C. Dole,
P. O. Box 200,
Boston, Mass.

Dear Sir:

The Bureau is in receipt of your communication of March 13 reporting the result of the recent test given by you to a number of the Agents of the Boston office covering their knowledge of the Bureau Manual of Rules and Regulations.

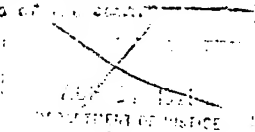
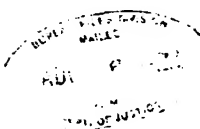
The Bureau has studied the answers to the questions submitted, and there will be noted the following rating given to the individual Agents relative thereto:

Agent Coffey	61	Agent Henry	40	Agent [unclear]	10
" Moore	41	" [unclear]	20	" [unclear]	10
" [unclear]	50				

It is also noted from the report of the Rating Officer that the correct answer to question 17 does not appear in the Manual of Rules and Regulations, and is found in a letter submitted to each office on or about July 30, 1935. The Bureau would prefer that the test of this kind be confined to questions on the Manual, exclusively.

The report of the Rating Officer also indicated that there was some confusion on the part of some of the Agents in answering question 16 of this test, because of the wording. The Bureau desires tests of this kind to be unambiguous.

With regard to the results, the Bureau is of the opinion that you should notify Agents Henry, Moore, [unclear] and [unclear] that the rating they received was entirely unsatisfactory, and that in the future must be taken to materially improve their knowledge of the Manual. The Agents will note the preamble of the Manual of Rules and Regulations, in part, as follows: "Which and every employee receiving a copy of this Manual shall be held responsible for a full and complete knowledge of its contents."



In the near future the Bureau desires that you report further progress to this office, and may advise it that the one in not consistent with the Manual will receive the requisite disciplinary action.

Very truly yours,

Director.

7-11-33
67-11-130

August 18, 1933.

MEMORANDUM FOR MR. WHELAN.

Reference is made to the answers to questions relating to the Bureau of Sales and Commissions, submitted by Agents of the Boston office under dated August 18, 1933. I have printed the reports submitted and have found the following results:

Question	Quincy	Glory	Wood	Neefe	Whitney	Shine	Tolson	---
1	6	10	10	10	5	10	10	
2	10	0	10	0	0	10	0	
3	7	5	9	7	5	5	9	
4	6	0	10	5	3	5	10	
5	10	0	10	0	10	10	10	
6	10	5	10	5	5	0	4	
7	0	0	0	0	0	10	10	
8	10	10	10	0	0	0	10	
9	10	10	10	5	10	10	10	
10	10	0	10	10	10	10	10	
Total:	111	25	100	50	27	65	100	

In connection with question 7, you are advised that the correct answer to this question does not appear in the Bureau of Sales and Commissions, but is found in a letter submitted to each office on or about July 10, 1933. As only two of the Agents examined gave the correct answer to this question, it is probable that the attention of the other Agents have not been called to the letter in question.

In connection with question 10, it was undoubtedly the intention of the Agent in Charge to ask "How are cases designated in monthly administrative reports when all investigative activity has been completed?". There was some confusion on the part of some of the Agents in answering this question, due to the omission of the words "in the monthly administrative reports". Had this question been more definite, it is possible that Agents Whitney, Neefe, and Shine would have given the correct answer.

Respectfully,

✓
C. A. Tolson

This Agent called on Saturday, April 14, 1934. He is an attorney. As per report, has been at Boston since 1927, practices a good business, is willing, and will cooperate. He is suitable to be a confidential Agent by the Agent in Charge.

This Agent asked a set of 10 questions, with reference to the Bureau.

The following were indicated by this

Agent:

- 51-63 Agent Tolson. He came out to this Agent on June 27th. He was in report of Agent Tolson on this date regarding to administrative report and the file.
- 33-11 Agent Tolson. He was in report of July 15th. He was in report of July 15th and was in report of July 15th and not followed up by this office.
- 45-145 Agent Tolson. This file charged out to Tolson June 27th. You were advised by the Bureau in letter dated February 27th to request Tolson's file. It was again called to your attention by Bureau letter dated April 19th. Number, serial 6 and 7 are missing from this file covering the period from November 27th to February 27th. There is no charge out file for the serials. I would like to have you produce the serials for examination.

Inspection Boston
Bureau office.

Report of J. C. Ryan, Inspector,
August 17, 1933.

62-307-132

"You are advised that all agents in the two newly assigned Agents Nelson and Coffey now available for general assignment are handling bankruptcy cases in a similar manner."

From letter of 7/7/28
filed 6/27/28

Department of Justice
Bureau of Investigation
P. O. Box 239,
423 Federal Building, Boston, Mass.

August 9, 1928.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:

Re: Agent CLYDE A. TOLSON.
Bankruptcy Investigations.

Complying with the request in your letter of July 24, 1928, as to the capability of each agent assigned to this office to handle Bankruptcy investigations, you are advised that it is impossible to express an intelligent opinion with reference to the capabilities of the above named to handle Bankruptcy cases.

He has developed numerous leads and has cases assigned to him for attention, but no reports have been submitted as yet which can be referred to as indicating his qualifications. Based on my observation of his activities, however, and knowledge of his general qualifications it is my opinion that he is capable of handling this class of investigation.

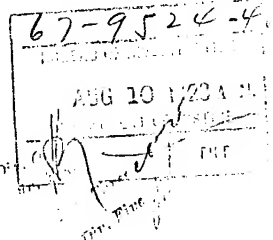
Yours very truly,

L. C. Duke

RECORDED

LCD:JLC

L. C. DUKE,
Special Agent in Charge.



MEMORANDUM FOR AGENT CLYDE A. TOLSON ⁰

July 17, 1928.

Your attention is directed to the Bureau Letter dated July 11th relative to the case entitled DOMINICK GIMMERMAN, Natl. Motor Vehicle Theft Act, citing your failure to include in your report statistical data setting forth car state conviction. Kindly give this matter your immediate and appropriate attention.

Special Agent in Charge.

LODGED

JUL 18 1928

67-9524-47

JUL 18 1928

RECORDED

INDEXED

17

Department of Justice

Bureau of Investigation

P. O. Box Number 239,
Boston, Massachusetts.

June 23, 1928.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:

In compliance with the provisions of the Manual of Rules and Regulations for information for the personnel status report, the following data is being furnished:

- A. Marital status - Single.
- B. Names of societies and organizations with which connected -
Sigma Nu National Social College Fraternity; Phi Delta Phi International Legal Fraternity; Masonic Order; First Lieutenant, Military Intelligence Department, Officers' Reserve Corps, United States Army.
- C. Legal residence - 524 South Twelfth Street, East, Cedar Rapids, Iowa.
- D. Education - Laredo, Missouri, grade school; Graduate, Laredo, Missouri, High School; Graduate, Cedar Rapids, Iowa, Business College; A. B. degree, George Washington University, Washington, D. C., October, 1925; LL. B. degree, George Washington University, Washington, D. C., October, 1927.
- E. Offices where assignment preferred - No preference.

Very truly yours,

Clyde A. Tolson
Clyde A. Tolson,
Special Agent.

CT.

MAILED 1928
JUL 3 1928

67-9524-46

JUL 3 1928
RECEIVED
Div. Five

3

MEMORANDUM TO SPECIAL AGENT CARL A. TOLSON

June 21, 1928.

Re: ANTI-TRUST WORK

I am in receipt of a request from the Director of this Bureau to see that you are given appropriate experience in Anti-Trust work and to that end it is suggested that you contact as much as possible agents engaged in the investigation of violations of the Anti-Trust laws in this district. You should secure at once a copy of the Anti-Trust Laws and acquaint yourself with the various provisions thereof. When agents are in this district engaged in the investigation of Anti-Trust cases every effort will be made to give you an opportunity to accompany them in their investigations of lands without interference with your regular work.

A copy of this memorandum is being placed in your personal file in order that these instructions may remain in effect wherever you are stationed.

L. C. Duke

Special Agent in Charge.

C.C. Bureau 1;
C.C. Personnel.

RECORDED

67-9524-45

JUN 22 1928 P. M.	
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JUN 22 1928	

RECEIVED

June 19, 1933

Mr. L. C. Dine,
R. O. Box 220,
Boston, Mass.

Dear Sir:-

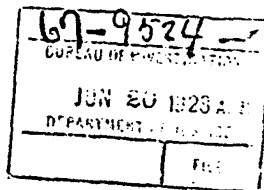
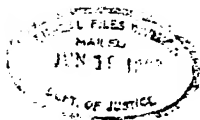
It is desired that Special Agent Clyde A. Tolson be given experience in Anti-Trust work, and to this end you are requested to see that he accompanies Agents experienced in Anti-Trust work in their investigation of trusts in various cases within the Eastern District. It is not desired to interfere in any extent with regular work but every opportunity should be taken to comply with the above. It is suggested that he acquaint himself with the provisions of the Anti-Trust laws and obtain as much information as possible from his contacts with Agents experienced in Anti-Trust work.

You should acquaint the Agents experienced in Anti-Trust work of my desire that they render every assistance in this or any other instances where Agents are assigned to accompany them for the purpose described.

The proper notation should be made in the personal file of this Agent in order that these instructions may remain in effect wherever he is stationed.

Very truly yours,

Director.



Department of Justice

Bureau of Investigation

Box 239, Boston, Mass.

June 23, 1928.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:

Reference is made to your letter of June 21st relative to the application for annual leave submitted by Special Agent Clyde A. Tolson and in accordance therewith the leave slips which were returned to this office in your letter of June 1st are re-submitted herewith.

Very truly yours,

L. C. Duke

L. C. DUKE
Special Agent in Charge.

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L.C.

66-2396

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66-2396-17	
BUREAU OF INVESTIGATION	
JUN 25 1928 A.M.	
DEPARTMENT OF JUSTICE	
DR. FILE	<i>as</i>

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68-100-10

RECORDED

June 11, 1920

Chief Clerk,
War Department,
Washington, D. C.

Dear Sir:

Will you kindly furnish this Department a
certificate of the absence and sick leave taken
by Mr. Charles A. Nelson, for only employed in your De-
partment, from January 1, 1920 to the date of his res-
ignation.

Very truly yours,

Director.

100-100
68-100-10
JUN 11 1920

15
Department of Justice

Division of Investigation

U. S. Box 176,
445 Federal Building, Boston, Mass.

June 5, 1928.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:

Reference is made to your letter of June 1, 1928, wherein you requested application for leave executed by Special Agent G. L. Tolson requesting 82 days and 1 hour annual leave for the period commencing 9 A.M. Sept. 4, 1928 and ending 8 P.M. Oct. 29, 1928.

In that connection, I am submitting herewith a memorandum prepared by Agent Tolson for the Bureau's consideration. In answer, it appears that no consideration can be given to Special Agent Tolson's previous service with the Government as his application for leave accrued since Agent Tolson's entry on duty with this Bureau on April 2, 1927, will be submitted.

Yours very truly,

L. C. Hunt

L. C. Hunt,
Special Agent in Charge.

LOD:JMS
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Enc.

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66-2396-73

JUN 6 1928

FILED

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Under Sec. 11, Sept.
6-11-28
L.C.H.

P. O. Box 101,
423 Federal Building, Boston, Mass.

June 1, 1938.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:

Reference is made to your letter of June 1, 1938, wherein you returned application for leave executed by Special Agent G. A. Tolson requesting 21 days and 1 hour annual leave for the period commencing 9 A.M. Sept. 4, 1936 and ending 5 P.M. Sept. 2, 1938.

In that connection I am submitting herewith a memorandum addressed to me by Agent Tolson for the Bureau's consideration. If, however, it appears that no consideration can be given to Special Agent Tolson's previous service with the Government a new application for leave accrued since Agent Tolson's entry on duty with this Bureau on April 2, 1938, will be submitted.

Yours very truly,

L. C. Blane

L. C. BLANE,
Special Agent in Charge.

LCB:JWC
66-129-
Enc.

Boston, Mass.,
June 5, 1928.

Memorandum for Mr. L. C. Duke, Special Agent in Charge:

Kindly refer to Bureau letter dated June first, which states that I am entitled only to annual leave accrued from April second of this year, the date of my entry into this service.

The Bureau letter referred to above indicates that there is a possibility that my uninterrupted employment by the Government for the past ten years has not been taken into consideration.

Although in no way do I wish to make it appear that I am endeavoring to avoid any Bureau regulations, for your information I would like to submit the result of inquiries which I made in regard to this matter before leaving the War Department.

Shortly before leaving the employ of the War Department I made inquiry of Mr. Charles West, the Appointment Clerk, to ascertain whether upon resigning, and immediately accepting an appointment with the Department of Justice I would be entitled to annual leave from the first of the year and whether deductions would continue to be made from my salary for the retirement fund as is required of employees under Civil Service status. Mr. West, after communicating with officials of the Civil Service Commission by telephone, informed me that in the event I entered the employ of the Department of Justice immediately after severing my connection with the War Department, same would operate as a transfer from one department to another and that annual leave would be figured for the entire year and in addition deductions for the retirement fund would continue.

It will be appreciated if you will call the attention of the Bureau to my long previous service with the War Department in order that same may be given due consideration.

Clyde A. Tolson
Clyde A. Tolson
Special Agent.

ct.

LRT:KCG

June 1, 1929

Mr. L. C. Drake,
P. O. Box 249,
Boston, Mass.

Dear Sir:

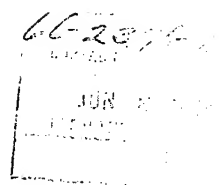
I am returning herewith the application for leave executed by Special Agent G. J. Dolan and approved by myself, recommending that you be granted leave for the period commencing 2 a.m. September 2, 1929 and ending 6 p.m. September 11, 1929.

You will please note that Agent Dolan's annual leave April 2, of this year and is entitled only to one annual leave which will have accrued to him in September, 1929. You are therefore instructed to correct the application and return same to the Bureau.

Very truly yours,

Director.

Encl. 84950



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61-9509-43

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June 21, 1923

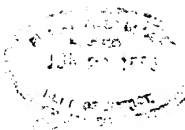
Mr. L. C. Dole,
U. S. Tax Lab.,
Rocken, Ind.

Dear Sir:

With further reference to your letter of June 5, 1923 and the aforesaid memorandum of Special Agent Oliver A. Tolson, bearing the same date, you are advised that the Office of the Chief Clerk of the War Department has advised the Bureau that Agent Tolson was absent from his office during the current year while employed in the Office of the Secretary of War. It will therefore be desirable to have Agent Tolson re-submit the leave slips returned in his letter of June 1, 1923.

Very truly yours,

Director.



WAR DEPARTMENT
WASHINGTON

June 12, 1928.

Director, Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:

In reply to your letter of the 11th instant, you
are advised that Mr. Charles A. Egan, used no leave of any kind
during the current calendar year while employed in the Office
of the Secretary of War.

Very truly yours,

John C. Lofield
Assistant Chief Clerk.

JUN 23 1928

RECORDED

Letter to Mr. Egan
6-21-28
ENT

67-9524-43	
BUREAU OF INVESTIGATION	
JUN 15 1928 A. M.	
DEPARTMENT OF JUSTICE	
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Under
6/15/28